**Emma Noonan**

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**Education**

**2008-2014 Alexandra College,** Miltown, Dublin 6. **Total Points: 510**

Leaving Certificate: English (C1), Irish (B3), Maths OL (A2), French (A2), Agricultural Science (A2), Biology (A2), Music (B1), Chemistry (B2).

**2014-2018 University College Dublin,** Belfield, Dublin 4. **Current GPA 3.25 (2.1)**

Bachelor of Commerce International (BCIT)

**2016-2017 Erasmus: Audencia Business School**, Nantes, France. **PASS** (pass/fail basis)

Obligatory year abroad to master the French language.

Subjects: Digital Marketing (Masters), Management Strategy, Project Entrepreneurship, French, Sport.

**Experience**

**August 2017: Au Pair, Brittany, France.**

* Responsible for 3 young children, organised various activities, mastered French language.

**June/July 2017: KPMG, Advisory Internship: Risk Consulting Intern. Dublin.**

* Mapping the processes and mitigating risks of a large bank, taking attendance, developing soft skills, taking part in the social committee, tag rugby team.

**August 2015-16: FM104: Promotional Team Member & Receptionist. Dublin.**

* Interacting with FM104 listeners, promoting the brand, transferring phone calls to live radio, managing social media accounts (Facebook, Instagram, Snapchat, Twitter), training new staff, filling in for the supervisor.

**January 2012: McCann Fitzgerald: Employment Department, Work Experience. Dublin.**

* Attending court sessions, learning about cases, filing.

**Summer 2013-14: Noonan & Son Solicitors: Receptionist. Meath.**

* Answering calls, swearing documents, interacting with clients, filing.

**Skills profile**

**Organisation & Prioritization:** As an Intern, within KPMG, I wrote down my tasks each day and prioritized each, one by one. As an Au Pair, organisation was key to ensure days ran smoothly. Within FM104 I had to organise our teams to ensure maximum brand exposure.
**Communication:** Throughout my previous employment, communication has remained a predominant and essential skill of mine. From interacting with clients to managing social media accounts. In KPMG, fluid communication between grade levels was crucial in ensuring optimal client satisfaction.

**Leadership & Responsibility:** During my time in FM104, I was asked to step in if the supervisor was ever absent, ensuring events ran smoothly. While working in KPMG, I took part in the Social Committee where I assumed responsibility for the upcoming events. Delegating tasks and ensuring deadlines were met was crucial to my role on the team. I know that these transferable skills can be brought forward while entering a professional law environment.
**Teamwork:** Boarding school taught me how to get on with strong and dynamic personalities, day in and day out. I learned how to deal with conflict by compromising, when necessary, to ensure I got along with everyone. On Erasmus, I worked in a mainly team-based environment. I faced difficulties due to the language barrier but I worked even harder to become a valued team member. Within KPMG, I worked solely in a team setting, this allowed me to develop my team skills within a large firm.

**Achievements/ Interests**

**Language**

French (fluent), Spanish(A1), Italian(A1) and Chinese(A1).

Regularly attend French classes and participate in Language tandems.

**Sports**

**Rugby:**

Represented my French college in the Final Six rugby tournament – a competitive event which the best 6 colleges in France enter. Joined UCD Rugby team.

**Tag Rugby:**

KPMG Tag team, UCD tag team.

**Soccer:**

Played on the senior team in secondary school.

**Tennis:**

Played throughout my childhood years.

**Volunteering**

**Volunteer work:**

**2012:** Volunteered in Ghana, Africa. Helped with the construction of a new school and the installation of a hydraulic water pump.

**Makeup**

**Freelance makeup artist**:

 Practised for the past 3 years. Events such as Debs and Weddings.

**References:**

**FM104:** Hannah Cassidy 01 67 97 104

**KPMG:** Emily Merrells HR